

**COUNTY OF SAN DIEGO
VOLUNTEER REPORT FORM
PERIOD: JULY 1, 2003 - JUNE 30, 2004**

**COUNTY OF SAN DIEGO
BOARD OF SUPERVISORS**

2004 JUL 14 PM 4:10

THOMAS J PASTUSZKA
CLERK OF THE BOARD
OF SUPERVISORS

1. DEPARTMENT/COURT INFORMATION:

Department/Court: Health and Human Services Agency

Division/Unit: Alcohol and Drug Services

(MSW's Interns)

2. VOLUNTEER PROGRAM BENEFITS:

- a. GENERAL VOLUNTEERS (this section should include community volunteer, student intern, groups, corporations, etc.)

No. Vol	2	Hours	496	X	\$17.19	=	\$8526.24
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Types of work performed by GENERAL VOLUNTEERS in this category:

Update policy and procedures, legislative analysis, plan and coordinate community training, policy and program development.

- b. INSTITUTIONAL VOLUNTEERS (this section should include court referrals, honor camp inmates, PIC/RETC, GAIN, etc.)

No. Vol	0	Hours	0	X	\$17.19	=	\$0.00
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Types of work performed by INSTITUTIONAL VOLUNTEERS in this category:

- c. SPECIALIZED VOLUNTEERS (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity). These specialized positions have verifiable compensation levels [VCL]. If you have such a volunteer, please indicate the position, hours and compensation level below.)

Position	Hours	X	VCL	=	Dollar Benefit
					\$0.00
					\$0.00

No. Vol	0	Total Hours	0	Total Value	\$0.00
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Types of work performed by SPECIALIZED VOLUNTEERS in this category:

d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):

<u>No. of Volunteers</u>	<u>Hours</u>	<u>Dollar Benefit</u>
<u>2</u>	<u>496</u>	<u>\$8,526</u>
<u>0</u>	<u>0</u>	<u>\$0</u>
<u>0</u>	<u>0</u>	<u>\$0</u>

TOTALS	2	Total Hours	496	Total Value	\$8,526.24
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3. DONATIONS TO VOLUNTEER PROGRAM:

Please list all donations to the department's Volunteer Program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

Item Donated: _____ Value: _____

Item Donated: _____ Value: _____

Item Donated: _____ Value: _____

Item Donated: _____ Value: _____

TOTAL VALUE = \$0.00

4. VOLUNTEER PROGRAM COSTS:

a.

Cost of direct supervision of Volunteers (total hours of direct supervision multiplied by the hourly rate of staff person[s] directly supervising program volunteers.)

Hours	64	X	Rate	\$32.69	\$2,092.16
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b. Cost of program coordination (total hours of program coordination multiplied the hourly rate of coordinator[s]). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placement, recognition, etc.)

Hours	8	X	Rate	\$32.69	\$261.52
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c. Other program costs (training materials/supplies, recognition costs, etc.):

Item : Equipment and Supplies @ 4% Cost: \$341.00

Item : _____ Cost: _____

Item : _____ Cost: _____

TOTAL OF OTHER PROGRAM COSTS =

\$341.00	
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d. TOTAL OF PROGRAM COST (4a+4b+4c) =

\$2,694.68	
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5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:

a. Total Dollar Benefits of Volunteers, Item 2d \$8,526.24b. Total c Donations to Volunteer Program, Item 3 \$0.00c. Subtract Total of program Costs, Item 4d \$2,694.68

TOTAL PROGRAM BENEFIT:

\$5,831.56

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6. RECRUITING:

Please describe your recruiting programs:

Interns are recruited through the MSW program at SDSU. Field Instructor maintains contact with SDSU for purposes of intern placement.

7. SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:

Please describe any special activities and/or achievements your program was involved in during the period of this report:

N/A

8. VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2004-05:

Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

Maintain one MSW intern for FY 04/05, potentially at least 2 other administrative interns from other colleges and universities.

9. GENERAL INFORMATION:

Name of person completing report:

Susan Bower

Phone:

(619) 692-5777

Mail Stop: P-571

E-Mail:

susan.Bower@sdcounty.ca.gov

Volunteer Coordinator:

Susan Bower

Phone:

(619) 692-5777

Mail Stop: P-571

E-Mail:

susan.Bower@sdcounty.ca.gov

10. DEPARTMENT CERTIFICATION:


DEPARTMENT HEAD SIGNATURE

7/9/04
DATE

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